

# **ADDENDUM A**

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# Marine Safety & Environmental Compliance System

Revision #3  
April 2013

Omega Protein Inc. 2013

CONTROLLED DOCUMENT

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**1.0 Purpose:** To describe the Marine Safety & Environmental Compliance System used by the Omega Protein Inc. fishing fleet.

**2.0 Scope:** Omega Protein Inc. fishing fleet

**3.0 Responsibility:** All Captains, crewmembers, and shore side employees that have responsibilities involving Omega Protein Inc. fishing vessels or oversight or management responsibilities for fishing operations.

**4.0 Guidelines:** Introduction

**5.0 Company**

Omega Protein Inc. is the provider of a number of marine products sourced from menhaden, an Omega-3 rich fish harvested along the U.S. Atlantic and Gulf coasts. Omega Protein Inc. owns a fishing fleet, which operates generally from April through November each year.

**6.0 Applicability and Purpose**

Omega Protein Inc. is committed to ensuring its fishing vessels are operated safely, in an environmentally sound manner, and in compliance with all applicable federal, state, and local laws and regulations. This Marine Safety & Environmental Compliance System (Program) provides Omega Protein Inc. personnel a compilation of guidelines and requirements for preventing injuries or loss of life, harm to the environment, and damage to Omega Protein Inc. vessels, equipment, and assets. This Program mandates safe practices for the operation of the vessels, safeguards against identified risks, and emergency preparedness drills and procedures. This Program also helps ensure compliance with all applicable laws and regulations.

This Program applies to all vessels owned by Omega Protein Inc. This Program also applies to all crewmembers and shoreside employees that have responsibilities involving the vessels or oversight or management responsibilities for fishing operations.

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#### **SAFETY, HEALTH AND ENVIRONMENTAL POLICY**

Omega Protein Corporation believes that the safety and health of its employees and protection of the environment is of utmost concern in the operation of its business. The Company recognizes that efficient and effective use of natural resources and protection of the environment are vital requirements to its continued success. This policy applies to all Omega Protein Corporation locations.

It is the policy of Omega Protein Corporation to:

- Actively pursue process innovation and fundamental research to prevent environmental pollution through the reduction and elimination to the extent reasonably possible of all forms of waste from its operations.
- Routinely review and assess its operations for the purpose of making safety, health and environmental improvements.
- Comply with all applicable laws, regulations and standards in the manufacturing activities. Omega Protein Corporation is committed to preserving the air, water and soil quality and the preservation of natural resources in the communities in which it operates.

Using an established strategic planning process, each facility is responsible for the development of annual health, safety and environmental goals, and the implementation of action plans in accordance with our corporate performance standards. Each facility will provide routine progress reports to the Director of Health, Safety, Security & Environmental to ensure that its operations comply with this policy.

Omega Protein Corporation will provide the necessary support and resources as its commitment to the goals and objectives of this policy.

This policy is posted in each plant facility and in appropriate areas of the plants. Omega Protein employees are an integral element in ensuring continual improvement in workplace health and safety, and the prevention of environmental pollution.

  
Bob Schofield  
Chief Executive Officer

  
Rob Mayo  
Director of Health, Safety, Security & Environmental

  
Montgomery Delany  
Director of Fishing Plant Operations

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-2: Lines of Responsibility</b>
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- 1.0 Purpose:** To define the authorities and responsibilities of all personnel involved in Omega Protein Inc. Fishing Vessel Fleet Marine Safety & Environmental Compliance System.
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have responsibilities involving Omega Protein Inc. fishing vessels or oversight or management responsibilities for fishing operations.
- 4.0 Guidelines:** Lines of Responsibility
- 5.0 Vessel Management**

This section of the Program defines and documents the responsibilities and authorities of the persons who manage, perform, and verify work relating to and affecting safety and pollution prevention.

**6.0 Shore side Management**

**6.1 Health, Safety, Security & Environmental Director**

The Corporate Health, Safety, Security & Environmental (HSS&E) Director is responsible for the establishment of Company policy and guidelines to ensure all Omega Protein Inc. vessels operate safely and in compliance with all applicable laws and regulations. The HSS&E Director monitors compliance with Company policy and guidelines throughout the Company's fleet and investigates health, safety, and environmental incidents. The HSS&E Director is also responsible for monitoring any applicable laws and regulations and implementing new requirements in response to any changes.

**6.2 General Manager**

The General Manager is responsible for the overall Program implementation on their specific facility vessels. The General Manager is the contact point for the HSS&E Manager in all matters pertaining to the Program implementation for the facility vessels. The General Manager is

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accountable and responsible for reporting Program conditions, as necessary to the HSS&E Director.

### 6.3 Health, Safety, Security & Environmental Manager

The HSS&E Manager is responsible for the administration, implementation, general monitoring and training in connection with the Program. The HSS&E Manager is responsible for coordinating internal and external audits and overseeing the operation of the Program on all vessels. The HSS&E Manager shall work closely with General Managers to ensure that the provisions of this Program are implemented in a practical and logical manner. The HSS&E Manager reports and is accountable to the HSS&E Director.

The HSS&E Manger has the following responsibilities and the authority to carry out those responsibilities:

6.3.1 Administration, implementation, and general monitoring of the Program in connection with the vessels.

6.3.2 Coordinate all required training for vessel employees.

6.3.3 Providing training for the internal auditors to internally audit the Program.

6.3.4 Coordinating all internal and external audits and overseeing the corrective action process.

6.3.5 Acting as the key contact person for the Captains and as final step in the process to ensure that adequate resources and shore-based support are provided to the vessels.

6.3.6 Answering any questions about the Program from shore side personnel and crewmembers.

### 6.4 Vessel Manager

The Vessel Manager plans, organizes, directs, and manages the maintenance function in order to maintain a safe, reliable, and cost

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effective fleet of fishing vessels. The Vessel Manager reports to the General Manager.

The Vessel Manager has the following responsibilities and the authority to carry out those responsibilities:

6.4.1 Holding vessel crews accountable for completing required preventative maintenance and employing proper operating procedures.

6.4.2 Executing emergency repair plans to optimize vessel operations during the fishing season.

## 7.0 Onboard Management

### 7.1 Responsibility and Authority of the Captain

It is the responsibility of each Captain to implement the safety and environmental policies of Omega Protein Inc. aboard the vessel upon which the Captain serves.

#### 7.1.1 Responsibilities

Each Captain must:

7.1.1.1 Know, maintain and support Company Health, Safety, Security & Environmental policies, procedures, and guidelines and ensure that they are effectively communicated, and insist that the practices and procedures are followed by all crewmembers.

7.1.1.2 Maintain and support compliance with safety, health, and environmental laws, standards and regulations of applicable governmental and other regulatory agencies.

7.1.1.3 Ensure that all crewmembers have good working knowledge of the safety and environmental policies, and have read and/or understand all relevant procedures that may pertain to them.

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**7.1.1.4** Ensure that all crewmembers are adequately trained and instructed so each person is competent to do the job safely.

**7.1.1.5** Reinforce Omega Protein Inc. safety and environmental policies and set examples of proper performance in compliance, safety, and accident prevention, while exercising common sense and sound judgment.

**7.1.1.6** Conduct Weekly Vessel Safety and Environmental Meetings from regulatory requirements or the Marine Safety & Environmental Compliance System. The meetings shall be documented on the Safety Meeting Form.

**7.1.1.7** Maintain crewmember awareness and strong operational discipline through personal example, involvement, and emphasis.

**7.1.1.8** Encourage all crewmembers to point out hazardous conditions and to offer suggestions for Program improvement.

**7.1.1.9** Provide safe equipment and tools, including mechanical safeguards, and otherwise provide safe working conditions and review accidents and incidents with the crewmembers.

Nothing in this Program or in any other instructions given to the Captain is to be considered as relieving the Captain of his or her duty to assume ultimate responsibility for decisions relative to safety and environmental protection. The Captain is expected to exercise this responsibility as a primary function and to request Company assistance as required to fulfill this function.

## **7.1.2 Crewmember Motivation**

The Captain must use his or her best efforts to motivate the crew in the observance of all safety and environmental policies. The Captain must set a positive example, issue all orders and instructions in a clear, easily understood manner, and verify that all

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the specified requirements of the Program are met as applicable to his or her vessel.

### 7.1.3 Reporting

#### 7.1.3.1 Health, Safety and Environmental Issues

The Captain shall review the requirements of the Program and report any discrepancies to the shore side management. As related to safety and environmental protection, the Captain's formal contact point with shore side management is the HSS&E Manager.

#### 7.1.3.2 Vessel Maintenance

The Captain should inform the Vessel Manager of any safety related item requiring attention, repair, or replacement when the vessel returns to port. The Vessel Manager shall take appropriate steps to resolve the issue and shall inform the Captain once completed. If the item cannot be corrected in a timely manner the General Manager shall be notified of the issue as soon as possible.

#### 7.1.3.3 Chain of Command

If at any time a Captain is not willing to accept the action taken by the Vessel Manager he should take the following steps:

- If not resolved: Discuss the issue with the General Manager (the HSS&E Manager should be informed of the situation, but will not occupy a position in the Chain of Command).
- If not resolved: Contact HSS&E Director and Director of Fishing Operations

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## **7.2 Responsibility and Authority of the Chief Engineer/Mechanic**

### **7.2.1 Responsibilities**

Each Chief Engineer/Mechanic must:

**7.2.1.1** Know, maintain and support Company environmental and safety policies, procedures, and guidelines and ensure that they are effectively communicated, and insist that the practices and procedures are followed by all engineers/mechanics.

**7.2.1.3** Ensure that vessel machinery is operated and maintained according to Company Health, Safety, Security & Environmental policies, procedures, and guidelines.

**7.2.1.4** Ensure that the bilges are managed in accordance with this Program and no fluids of any kind, including water, are discharged overboard from the machinery space bilges.

**7.2.1.5** Ensure that the MSD is properly secured in accordance with this Program and treated sewage is discharged in only the areas allowed by law and this Program.

**7.2.1.6** Ensure that refrigeration water and bail water are discharged only in the areas allowed by law and this Program.

Nothing in this section negates any other duties and responsibilities imposed on the Chief Engineer/Mechanic by this Program.

### **7.2.2 Reporting**

#### **7.2.2.1 Health, Safety and Environmental Issues**

The Chief Engineer/Mechanic shall review the requirements of the Program and report any discrepancies to the Captain.



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### 7.2.2.2 Vessel Maintenance

The Chief Engineer/Mechanic should inform the Captain of any item requiring attention, repair, or replacement.

### 7.2.2.3 Chain of Command

If at any time a Chief Engineer/Mechanic is not willing to accept the action taken to resolve an issue, the following steps should be taken: Discuss the issue with the Captain.

- If not resolved: Discuss the issue with the Vessel Manager.
- If not resolved: Discuss the issue with the General Manager.
- If not resolved: Contact HSS&E Director and Director of Fishing Operations

## 7.3 Crewmembers and Other Individuals Engaging in Activities on the Vessels

All crewmembers and any other individuals engaging in activities onboard the vessels are responsible for complying with the requirements in the Program. All crewmembers and any other individuals engaging in activities onboard the vessels must:

7.3.1 Understand that accidents can happen and that accidents can be devastating.

7.3.2 Understand that everyone has the ability to minimize the risk of accidents.

7.3.3 Be accountable for one's own actions in regards to avoiding injuries or accidents and inform others if unsafe acts are witnessed:

- **Be careful**
- **Plan your tasks**
- **Identify the hazards**

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- 7.3.4 Use common sense and exercise good judgment in all work that one performs.
- 7.3.5 Know, understand and comply with all safety and environmental policies and procedure; follow the rules!
- 7.3.6 Observe and abide by all safety, health and environmental laws, standards, and regulations of applicable governmental and other regulatory agencies.
- 7.3.7 Maintain safety awareness and take appropriate action to minimize the risk of injury in all work efforts. Think about "what can go wrong" and "what if."
- 7.3.8 Immediately report any unsafe work condition or unsafe work practice or hazard to a supervisor or the Captain. **Examine any equipment to be used for the job or task before using it.**
- 7.3.9 **Immediately report any conduct or condition that violates environmental requirements and/or conflicts with this Program or Company policy.**
- 7.3.10 Encourage all other crewmembers and personnel to become involved in the safety and accident prevention system and to adopt safe working practices.
- 7.3.11 Take pride in one's work and maintain a positive work attitude.
- 7.3.12 Suggest ways of improving this Program or any aspect of safety, training, or operations that would have a positive impact on safety and job performance
- 7.3.13 Be accountable for one's own actions in regard to safety and the safety of others, damage to property, or damage to the environment.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-3: Code of Ethics
	Prepared By: Safety Department	Approved By: HSS&E Director	Page: 1 of 2

- 1.0 Purpose:** To describe the Code of Ethics that must be observed by all responsible for Omega Protein Inc. fishing operations.
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have oversight or management responsibilities for fishing operations.
- 4.0 Guidelines:** Menhaden Fishing Code of Ethics
- 5.0 Code of Ethics**

Omega Protein Inc. is committed to conducting all operations within the law and with respect for the rights of all others who utilize the sea and its resources in any way. In order to cooperate with the general public, the recreational fishing community, pleasure boat operators, and commercial users of the waters and beaches of the Atlantic Ocean, Chesapeake Bay, and the Gulf of Mexico, Omega Protein Inc. has agreed to observe and abide by the following:

- 5.1** No vessel may fish in any areas where menhaden fishing is forbidden by law or in any area Omega Protein Inc. has voluntarily agreed with governmental authorities not to fish.
- 5.2** Extreme caution must be taken when setting nets on or near oyster grounds, crab pots, lobster or bass posts. Stakes or markers in these areas must not be disturbed.
- 5.3** Care should be exercised when traversing known oyster beds not to disturb the sea floor.
- 5.4** Fish should not be released at any time unless for the safety of the vessel or crew. Should there be more fish in the net than can be handled, the Captain must immediately call another Omega Protein vessel to take the excess fish.
- 5.5** The attitude of the Captain and crewmembers toward recreational fishermen, oystermen, lobstermen, pound net operators, crabbers,

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operators of pleasure craft, party boats, and everyone else will be friendly and cooperative at all times.

- 5.6** Each vessel Captain and crewmember will be required to pursue all reasonable means of cooperative use of state waters with fellow users. The fact that a vessel may have a legal right to operate in a given area will not excuse the Captain from "going the extra mile" to peacefully coexist.



Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-4: Fishing Areas
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 2

- 1.0 Purpose:** To define the allowable fishing areas for the Omega Protein Inc. fishing vessels.
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, airplane spotters, and shore-side employees that have oversight or management responsibilities for fishing operations.
- 4.0 Guidelines:** Fishing Areas
- 5.0 Responsibility of the Captain**

It is the responsibility of each Captain to be familiar with the waters in which his or her vessel operates. Although spotter aircraft pilots routinely direct the vessels to fish, it remains the responsibility of each Captain to insure fishing is being conducted legally and in strict compliance with Company policy.

#### **6.0 Allowable Fishing Areas**

No vessel may fish in any areas where menhaden fishing is forbidden by law or in any area Omega Protein Inc. has agreed not to fish. Additionally, it shall be noted that each plant has its own unique fishing area, and General Managers shall coordinate with vessel captains to ensure that any agreements which are in place are communicated and adhered to.

No vessel may operate more than 12 nautical miles offshore at any time for whatever reason unless:

- The vessel is less than 400 gross tons.
- A waiver of the oily water separator requirement is received from the Coast Guard for that particular vessel.
- In emergency circumstances to preserve the safety of the vessel or crew.
- The vessel is utilizing an appropriate oily water separator

#### **6.1 Reedville Fleet**

No vessel may fish within 3.0 nautical miles of any state along the Atlantic coastline except Virginia.



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**6.1.1** The 3.0 nautical mile boundary is indicated on NOAA charts onboard each vessel. Due to a variety of factors, radar is not the most accurate method of determining the 3.0 mile boundary. Captains must consult the NOAA charts to verify vessel location.

## **6.2 Gulf of Mexico Fleets**

No vessel may fish within three quarters of one mile of the coastline beginning at a line one-half mile east of the eastern boundary of Sea Rim Park and ending one-half mile west of the western boundary of the park.

In order to minimize the chance of catching redfish, no vessel may fish within one mile of the coastline during the peak redfish spawning periods of mid-August to November. The exact timing of this prohibition will be determined each year after consultation with the Texas Parks & Wildlife Department authorities.

Omega Protein vessels do not fish in Texas waters on and two days before the following national holidays: Memorial Day, Labor Day and Independence Day.

## **7.0 Record Keeping**

To verify that boundaries are being properly observed, each Captain will be responsible for accurately recording the GPS readings of each set made, as well as the radar reading of distance to shore.

## **8.0 Violations**

Boundary violations are serious in nature and could lead to regulatory penalties. Boundary violations shall be immediately reported to the respective General Manager.



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	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 2

- 1.0 Purpose:** To define the procedure to minimize the catch of non-targeted species by Omega Protein Inc. fishing vessels.
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, airplane spotters, and shore-side employees that have oversight or management responsibilities for fishing operations.

**4.0 Guidelines: Minimizing Catch of Non-Targeted Species**

**5.0 Procedures to Minimize Catch of Non-Targeted Species**

In order to minimize the catching of non-targeted species, the following specific steps must be taken:

- 5.1** The "bail" on the end of the pumping hose on each vessel will be enclosed with a "bar guard" to prevent very large fish from entering the hose and being pumped aboard a vessel.
- 5.2** All airplane spotters will be instructed to insure that the vessels do not set inside the boundaries established by the Company and State fishing authorities.

**6.0 Marine Mammals**

If a marine mammal is found in a net:

- 6.1** Attempt to release the marine mammal without injury.
- 6.2** Captain must report the marine mammal in net to the General Manager as soon as possible.

If a marine mammal is injured:

- 6.3** Report injury to the General Manager immediately. The Captain must report GPS location, sea conditions, weather conditions and how the incident occurred.

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- 6.4 Captain must complete and turn in a "Marine Mammal Reporting Form" in the Captain's Manual to the General Manager as soon as possible and in no event later than 24 hours after the incident.
- 6.5 General Manager (in coordination with the Director of Vessel Sustainment & Maritime Affairs) must file a report of injury to a marine mammal (Mortality/Injury Reporting Form) with the National Marine Fisheries Service within 48 hours of incident.
- 6.6 The General Manager will investigate the causes of any marine mammal injury with the Captain of the vessel.
- 6.7 The General Manager will report the injury of a marine mammal to Public Affairs Department and Director of Vessel Sustainment and Maritime Affairs.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-6: Loss of Fish
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 1

**1.0 Purpose:** To define the procedure for avoiding and communicating a loss of fish for Omega Protein Inc. fishing vessels.

**2.0 Scope:** Omega Protein Inc. fishing fleet

**3.0 Responsibility:** All Captains, crewmembers, and shore-side employees with oversight or management responsibilities for fishing operations.

**4.0 Guidelines:** Minimizing Loss of Fish

**5.0 Care to Avoid Loss of Fish**

Care should be taken in setting nets to ensure the set is manageable.

**6.0 Reporting**

Each Captain shall at their earliest convenience notify the General Manager and HSS&E Manager of any loss of fish due to net, equipment, or operational failures or other reasons. The initial report may be made by cellular telephone and BOATRACS. This initial report should include the location of the incident, the estimated quantity of fish lost, and actions taken to minimize the potential for fish reaching shore.

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	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 3

- 1.0 Purpose:** To describe the watch-keeping, lookout, and On Duty Engineer/Apprentice policies and methods that must be observed by Omega Protein Inc. fishing vessels.
- 2.0 Scope:** Omega Protein Inc. Fishing Fleet
- 3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have oversight or management responsibilities for fishing operations
- 4.0 Guidelines:** Watchkeeping, Lookouts, and On Duty Engineers/Apprentices
- 5.0 Navigational Watch**

A watch officer must be on watch in the wheelhouse at all times when under way.

**5.1 Duties**

The watch officer is responsible for safe navigation of the vessel.

The watch officer must ensure the lookout is properly stationed.

The watch officer may operate the hardening rig when loading fish.

The watch officer must not operate a phone or any other electronic device while performing his watch except in case of an emergency.

The watch officer must not leave his/her station until he/she has been properly relieved by another watch officer.

The watch officer must not sleep during his/her assigned watch.

Only red lighting will be used in the wheelhouse while the vessel is underway at night.

The watch officer will have no other duties while standing watch.

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## 6.0 Lookout

A lookout is required in the wheelhouse when steaming between sunset and sunrise or in periods of low or reduced visibility such as fog, heavy smoke, or precipitation and operation in heavy seas. His/her duty is to help the watch officer maintain an alert watch and lookout. Any crewmember may be assigned to this post.

### 6.1 Assignment

The Captain has the authority to assign any member of the crew to watch keeping duties as necessary and is responsible for distributing these assignments fairly so that all hands have sufficient opportunity to plan their time accordingly.

The Captain of the vessel must ensure that all watches are entered into the vessel log, along with the names of the crewmembers that manned them.

### 6.2 Duties

The lookout shall utilize all available means appropriate in the prevailing circumstances and conditions so as to make a full appraisal of the situation so that they can immediately report the risk of collision or other hazard.

The lookout must not operate a phone or any other electronic device while performing his/her watch except in case of an emergency.

The lookout must not leave his/her station until he/she has been properly relieved by another lookout or Captain.

The lookout must not sleep during his/her assigned watch.

Only red lighting will be used in the wheelhouse while the vessel is underway at night.

The lookout will have no other duties while standing his/her watch.

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## 7.0 On Duty Engineer/Apprentice

An Engineer/Apprentice must be on duty whenever propulsion machinery is running. The Engineer/Apprentice on duty is responsible for ensuring all machinery is operating safely and efficiently.

## 8.0 Anchor Watch

When at anchor, a person must be on watch to keep a lookout for approaching vessels, check for fire and flooding, spills or leaks, check that the anchor is holding and alert the crew to danger, if necessary.

## 9.0 Stand-by in Port

The Captain has the authority to require crewmembers to remain on board on call in port to move the vessel.

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<b>Title:</b> <b>Marine Safety &amp; Environmental Compliance System</b>	<b>Revision Number:</b> 3	<b>Date Effective:</b> April 2013	<b>Section:</b> OPI-8: Vessel Operations
	<b>Prepared By:</b> Safety Department	<b>Approved By:</b> Director, VS&MA	<b>Page:</b> 1 of 4

- 1.0 Purpose:** To describe general procedures that must be observed by Omega Protein Inc. fishing vessels.
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, and shore-side employees that have responsibilities involving Omega Protein Inc. fishing vessels or oversight or management responsibilities for fishing operations
- 4.0 Guidelines:** Vessel Operations
- 5.0 Getting Underway**  
The following inspections and tests must be completed prior to each voyage:

**5.1 Safety Equipment Inspection**

The Captain or his designee shall coordinate with the HSS&E Manager to ensure that the appropriate weekly safety equipment inspections have been completed. The HSS&E Managers will record this information and shall notify the Captain of the vessel immediately upon discovering any discrepancy that affects the seaworthiness or safety of the vessel.

**6.0 Operational Equipment**

The Captain is responsible for ensuring the following equipment is onboard and operational at all times:

**6.1 Navigation Lights and Day Shapes**

Each vessel must be equipped with the appropriate navigational lights and day shapes according to the Navigation Rules.

Navigation lights must be displayed from sunset to sunrise and in periods of restricted visibility, such as fog, mist, snow, heavy rainstorms, or similar conditions.

The proper lights and day shapes must be displayed when engaged in fishing.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: <b>3</b>	Date Effective: <b>April 2013</b>	Section: <b>OPI-8: Vessel Operations</b>
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## 6.2 Sound Signaling Devices

Each vessel must be equipped with a whistle and bell of the appropriate size according to the Navigation Rules.

## 6.3 Magnetic Compass

Each vessel must be equipped with an operable magnetic compass and a compass deviation table.

## 6.4 Anchors

Each vessel must be equipped with an anchor that has a chain, rope, or cable. The length of the chain, rope, or cable will vary depending on the vessel's area of operation.

The anchor must be ready for immediate use in an emergency.

## 6.5 VHF Radios

Each vessel must be equipped with two operational VHF radios. One radio must be used to monitor Channel 16 and the other to monitor Channel 13 at all times they are not actively being used for communication on working channels. One of the radios must be capable of communicating on Channel 22A. A Radio Log must be maintained onboard the vessels and will contain a record of any distress communications transmitted or received.

## 6.6 Emergency Power Source

An emergency source of power must be available to power communications equipment for at least three hours. The emergency source of power must be independent of the main electrical power supply and must be located outside of the machinery space.

## 6.7 GPS

Each vessel must be equipped with an operating GPS.

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## 7.0 Logs

### 7.1 Safety Equipment Inspection Log

The HSS&E Representatives at each plant shall coordinate with the vessel's captain to inspect and record the condition of survival gear and vital systems, such as the bilge system on a weekly basis. The results of this information shall be retained for a period of three years and any deficiencies discovered shall be immediately communicated to the vessel's captain.

### 7.2 Oil Record Book

Each vessel must maintain an Oil Record Book.

A complete entry must be made in the Oil Record Book each time the vessel loads fuel or oil, each time the vessel offloads to shore, discharges or otherwise disposes of oil in any form or water that has accumulated in machinery bilge spaces, and each time the vessel transfers oil in any form or water that has accumulated in machinery bilge spaces between or among tanks. Entries must also be made for any emergency or accidental discharge of oil, oil mixtures, or water from the machinery bilge spaces, along with the circumstances and reason for the discharge. Entries must be made at the time of the operation and signed by the person in charge of the operation. Each complete page must be signed by the Captain.

The Oil Record Book must be maintained onboard each vessel for a period of three years from the date of the last entry. HSS&E Managers shall coordinate with engineers and vessel captains to identify the best location to store the oil record book.

### 7.3 Garbage Record Book

Each vessel must maintain a Garbage Record Book.

Every garbage discharge or disposal operation must be logged in the Garbage Record Book, including accidental discharges. The entry must contain the date, time, location, and method of garbage disposal. The

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entry must be made at the time of the operation and signed by the Captain.

The Garbage Record Book must be maintained onboard each vessel for a period of two years from the date of the last entry.

#### 7.4 Seal Log

Each vessel must maintain a Seal Log.

An entry must be made in the Seal Log each time a seal is broken. The entry must include the number of the seal, date, time, and location the seal was broken, as well as the reason the seal was broken. A separate entry must be made when the seal is replaced, including the number of the seal, date, time, and location that the seal was replaced. Extra seals will be available from the HSS&E Manager.

### 8.0 Prohibitions

#### 8.1 Fireworks

The use of fireworks in any manner is specifically prohibited.

#### 8.2 Visitors

Company insurance regulations prohibit anyone from boarding the vessel while at sea, except duly authorized law enforcement officers.

#### 8.3 Swimming

Swimming from any vessel or purse boat is prohibited.



<b>Title:</b> <b>Marine Safety &amp; Environmental Compliance System</b>	<b>Revision Number:</b> 3	<b>Date Effective:</b> April 2013	<b>Section:</b> OPI-9: Vessel Documents
	<b>Prepared By:</b> Safety Department	<b>Approved By:</b> Director, VS&MA	<b>Page:</b> 1 of 2

- 1.0 Purpose:** To describe the documents required onboard every Omega Protein Inc. vessel.
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains and shoreside employees that have oversight or management responsibilities for fishing operations
- 4.0 Guidelines:** Vessel Documents and Publications
- 5.0 Vessel Documents and Publications**

Each vessel must carry the following documents and publications at all times:

- 5.1** Original Certificate of Documentation (U.S. Coast Guard)
- 5.2** Vessel Fishing License (States of operation)
- 5.3** Ship Radio Station License (Federal Communications Commission)
- 5.4** First Aid Manual (U.S. Coast Guard)
- 5.5** Station Bill (U.S. Coast Guard)
- 5.6** Marine charts of all areas of operation published by the National Ocean Service, the National Imagery and Mapping Agency, U.S. Army Corps of Engineers, or a river authority (U.S. Coast Guard)
  - 5.6.1** The charts must be of a large enough scale to enable safe navigation. The charts must be the latest edition and currently corrected with the Coast Guard's Local Notice to Mariners.
- 5.7** U.S. Coast Pilot (U.S. Coast Guard)
  - 5.7.1** Must be currently corrected.
- 5.8** Coast Guard Light List (U.S. Coast Guard)
  - 5.8.1** Must be currently corrected.

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**5.9 Tide Tables (U.S. Coast Guard)**

**5.9.1 Must be the current edition.**

**5.10 Tidal Current Tables (U.S. Coast Guard)**

**5.10.1 Must be the current edition.**

**5.11 Navigation Rules – International and Inland (U.S. Coast Guard)**

**5.12 Shipboard Oil Pollution Emergency Plan (U.S. Coast Guard)**

**5.13 Omega Protein Inc. Vessel Incident and Accident Forms**

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-10: Vessel Maintenance</b>
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 2

- 1.0 Purpose:** To define the required vessel maintenance procedures for Omega Protein Inc. fishing vessels.
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains, Engineers/Mechanics, and shore-side employees that have oversight or management responsibilities for fishing operations
- 4.0 Guidelines:** Vessel Maintenance

## **5.0 Vessel Maintenance**

The Chief Engineer/Mechanic is responsible for the maintenance of his or her vessel. All vessels must be maintained such that the vessels are capable of operating safely and efficiently.

## **6.0 Inspections**

### **6.1 Weekly Inspections**

A Vessel Weekly Maintenance Inspection must be completed weekly by a vessel Chief Engineer/Mechanic. All items on the Vessel Weekly Maintenance Checklist must be inspected and addressed. The completed Checklist must be signed by the person conducting the inspection and the vessel's Captain and submitted to the Vessel Manager. If any deficiencies are noted that require follow up work, the Chief Engineer or Captain shall coordinate repairs with the Vessel Manager.

The Vessel Manager is responsible for reviewing the completed Checklists and ensuring any deficiencies are promptly corrected.

Vessel Weekly Maintenance Checklists must be kept by the Vessel Manager for a period of three years.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-10: Vessel Maintenance</b>
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## 6.2 Weekly Inspections

The Vessel Manager or HSS&E Representative must conduct an inspection of the vessel's general condition on a weekly basis. If possible, the Vessel Manager or HSS&E Representative conducting the audit should be accompanied by the Captain or Chief Engineer/Apprentice. A Management Vessel Inspection Form must be completed for each audit and signed by the person conducting the audit, as well as by the Captain or Chief Engineer/Mechanic that accompanies the auditor.

The Vessel Manager, HSS&E Representative, Captain, and Chief Engineer/Mechanic are responsible for ensuring any safety or environmental compliance deficiencies are addressed prior to the vessel's next trip.

Vessel Check Off Sheets must be kept by the Vessel Manager for a period of three years.

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Title: <b>Marine Safety &amp; Environmental Compliance System.</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-11: Bilge Management
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 4

**1.0 Purpose:** To explain the bilge management procedures that must be observed on all Omega Protein Inc. fishing vessels.

**2.0 Scope:** Omega Protein Inc. fishing fleet

**3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have oversight or management responsibilities for fishing operations.

**4.0 References:**

**4.1** 46 Code of Federal Regulations 28.250 (High Water Alarms)

**4.2** 33 Code of Federal Regulations 151.25 (Oil Record Book)

**4.3** 33 Code of Federal Regulations 155.360 (Oily Water Separator)

**Guidelines: Bilge Management**

**5.0 Discharge of Any Kind Prohibited**

No fluids of any kind, including water that appears to be clear, may be discharged overboard from a machinery space bilge unless it is discharged: (1) through a functional oily water separator with an oil content monitor that ensures the effluent is 15 ppm or less; or (2) for securing the safety of the vessel or saving life at sea. The machinery space bilge includes any area in the vessel where it is possible for oil to drip, accumulate, or flow into, even if no oil is currently visible in those areas.

It is important to note that you cannot determine with your eyes whether water contains 15 ppm or less of oil. Oil is generally not visible to the naked eye in water unless it exceeds 50 ppm, which is too high of an oil content to discharge.

Bilge fluids may be discharged overboard to secure the safety of the vessel only where, in the Captain's judgment, the vessel is incapable of safely reaching the facility to discharge and the level of fluids in the bilges threatens the safety of the vessel or crewmembers. Any such discharge must be logged in the Oil Record Book, recorded on the appropriate form and reported to the Vessel Manager, HSS&E Representative, and General Manager.

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## 6.0 Bilge Management

### 6.1 Maintenance

The Chief Engineer/Apprentice on each vessel is responsible for ensuring that the vessel and machinery is properly maintained to avoid excess accumulation of fluids in the bilge space.

The contents of machinery sumps, oil filters, and strainers must not be drained into the bilge space.

### 6.2 Equipment

The Chief Engineer/Apprentice on each vessel is responsible for ensuring that his/her vessel has the following equipment:

#### 6.2.1 Placard

A placard must be located in a conspicuous place in the machinery space that states:

##### DISCHARGE OF OIL PROHIBITED

The Federal Water Pollution Control Act prohibits the discharge of oil or oily waste into or upon the navigable waters of the United States, or the waters of the contiguous zone, or which may affect natural resources belonging to, appertaining to, or under the exclusive management authority of the United States, if such discharge causes a film or discoloration of the surface of the water or causes a sludge or emulsion beneath the surface of the water. Violators are subject to substantial civil penalties and/or criminal sanctions including fines and imprisonment.

The placard must be made of a durable material and be at least 5 by 8 inches in size.

#### 6.2.2 High Water Alarms

A visual and audible high water alarm must be installed in the following locations:

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#### 6.2.2.1 Bilge Spaces

#### 6.2.2.2 Any other spaces with a non-watertight closure

The high water alarms must be tested periodically by HSS&E Representatives and any failures shall be reported to the Captain and Vessel Manager.

### 7.0 Bilge Off-Loading

All vessels are to off-load all bilge fluids as needed, or at least once weekly unless the vessel is equipped with a functional/approved oily water separator (OWS). The Engineers/Apprentices are responsible for ensuring bilges are off-loaded. Captains are responsible for ensuring the vessel is docked to facilitate off-load operations.

All vessel bilge alarms will be set to alarm at 75% of bilge capacity. If bilge alarm sounds while underway/fishing, the vessel shall return to the closest facility to off-load their bilges as soon as safely possible.

### 8.0 Record Keeping

#### 8.1 Weekly Vessel Bilge Discharge Sheet

Each Captain will be provided with a Weekly Vessel Bilge Discharge Sheet. The Discharge Sheet will include spaces for the Engineer/Apprentice's entry noting date of off-load, station, and total gallons removed. The Discharge Sheet will also include an area for the Engineer/Apprentice's signature, as well as the Captain's signature (with date signed) verifying the bilges were off-loaded. Each Captain will be required to turn in the Discharge Sheet at the end of each calendar week.

Every bilge discharge event that requires the breaking of a Bilge Valve Seal will be documented on the Weekly Bilge Discharge Sheet with the following information completed with signatures from the Captain and Chief Engineer/Apprentice.

1. A detailed description of the events leading up to and causing the need to break a Bilge Valve Seal and pump bilge water overboard.
2. Identity of the sealed valve(s) opened

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3. Old seal number broken
4. New seal number applied
5. Estimated amount in gallons pumped overboard
6. Time pumping started and time pumping stopped
7. Location of pumping Latitude and Longitude

## 8.2 Oil Record Book

All bilge discharges, whether shoreside or at sea, must be logged in the vessel's Oil Record Book.

## 9.0 Inspections

Weekly inspections of the bilge area will be performed by the HSS&E Representative. The HSS&E Representative will check the bilge area to confirm the bilge area is being properly maintained and Discharge Sheets are being accurately filled out. The HSS&E Representative will confirm his or her review of each Discharge Sheet by signing it in the space indicated. The HSS&E Representative will maintain a year's worth of the original Discharge Sheets to verify that the bilges have been emptied at least once each calendar week.

The HSS&E Representative will report any non-compliance to the General Manager and the HSS&E Director. The General Manager will recall any vessel as necessary to complete the required off-load.

Special attention shall be paid to ensuring that there are not any unauthorized hull penetrations or portable pumps in the vessel's engine room. The presence of either of these items shall be immediately reported to the Director of Vessel Sustainment and Maritime Affairs, via the Vessel Manager and General Manager, respectively.

## 10.0 Monitoring

The HSS&E Representative will utilize the Discharge Sheets to identify vessels with unusually high volume of off-loads for possible maintenance or repairs of equipment such as stuffing boxes, containment areas, circulation pumps, and/or engines and components.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-12: Fuel Transfer
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 5

**1.0 Purpose:** To describe the fuel transfer procedures that must be observed by Omega Protein Inc. fishing vessels.

**2.0 Scope:** Omega Protein Inc. fishing fleet

**3.0 Responsibility:** All Captains, crewmembers, and shore-side employees that have responsibilities involving Omega Protein Inc. fishing vessels or oversight or management responsibilities for fishing operations

**4.0 References:**

**4.1** 33 Code of Federal Regulations 155.700 (Designation of Person in Charge)

**4.2** 33 Code of Federal Regulations 155.720 (Transfer Procedure Requirements)

**4.3** 33 Code of Federal Regulations 155.750 (Contents of Transfer Procedures)

**5.0 Guidelines: Fuel Transfer Procedures**

**6.0 Person in Charge (PIC)**

A qualified PIC must be in charge of every fuel transfer operation when the petroleum capacity of the vessel is in excess of 10,500 gallons.

**7.0 Posting**

The fuel transfer procedures must be permanently posted or available where they can be easily seen and used by those engaged in fuel transfer operations.

**8.0 Fuel Transfer Procedures**

**8.1 Products transferred to or from the vessels**

**8.1.1 Diesel Oil #2**

Product information as described in 33 CFR 154.310(a)(5)(ii) must be attached to these procedures onboard and be posted and/or readily available to those engaged in fuel transfer operations.

These fuel transfer procedures must be followed when transferring diesel oil #2 to or from the vessels.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-12: Fuel Transfer
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## 8.2 Transfer System

The following documents specific to each individual vessel must be attached to these procedures onboard and be posted and/or readily available to those engaged in fuel transfer operations:

- 8.2.1 A line diagram of the vessel's transfer piping, including the location of each valve, pump, control device, vent, and overflow.
- 8.2.2 A description of the location of the shutoff valve or other isolation device that separates any bilge or ballast system from the transfer system.
- 8.2.3 A description of the procedures for emptying the discharge containment system.

## 8.3 Persons Required

There must be at least two persons on duty for fuel transfer operations: a PIC and a shore-side pump operator. They must not have any other duties during the transfer operations.

## 8.4 Duties

### 8.4.1 Prior to beginning transfer operations:

- 8.4.1.1 The Declaration of Inspection (DOI) must be executed between the shore-side pump operator and the PIC when the total gallons exceed 10K
- 8.4.1.2 The shore-side pump operator and PIC must agree on specific communications in the form of hand signals or other intrinsically safe communications devices.
- 8.4.1.3 The PIC must ensure that the vessel is secure enough to the dock to withstand all expected surge, current, and weather conditions and the moorings are long enough to allow adjustment for changes in draft, drift, and tide during the operation.



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- 8.4.1.4** If transfer operations are being conducted between sunset and sunrise, the PIC must ensure that the transfer operation work area and all transfer connection points on the vessel are adequately lighted.
- 8.4.1.5** The PIC must ensure that oil absorbent pads are on hand to respond to minor spillage.
- 8.4.1.6** The PIC must insert catchment basin plugs under fuel vents.
- 8.4.1.7** The PIC must ensure the main engines are shut down.
- 8.4.1.8** The shore-side pump operator must ensure that the pump and hose are in good condition, with no leaks, and ready for use.
- 8.4.1.9** The shore-side pump operator must ensure that the appropriate hose, which is marked with the name of the product it may used to transfer, is utilized.
- 8.4.1.10** The PIC must ensure that the transfer hose is long enough to reach the vessel without placing a strain on the hose and that the hose is supported to prevent kinking or strain.
- 8.4.1.11** The PIC must ensure that the transfer system is properly aligned and any part of the system not necessary for the operation is securely closed off.
- 8.4.2 During transfer operations:**
- 8.4.2.1** The PIC must ensure communication or line of sight with the shoreside pump operator at all times.
- 8.4.2.2** If using a hand nozzle, the PIC must not leave the nozzle unattended during the operation.
- 8.4.2.3** The shore-side pump operator must not leave the pump unattended and must be in close proximity to the Emergency Shut Down at all times.

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**8.4.2.4** The PIC or his designee must monitor the fuel vents for evidence of overfill.

**8.4.2.5** The PIC or his designee must monitor the vessel's moorings during the operation.

**8.4.3 Completing transfer operations:**

**8.4.3.1** The PIC must closely monitor the fuel tank to ensure it is not overfilled.

**8.4.3.2** The PIC must ensure that all valves opened for the transfer operation are promptly secured.

**8.5.4 Prohibitions**

Smoking is prohibited at all times during transfer operations.

Welding and hot work is prohibited on the vessel at all times during transfer operations.

**8.5 Emergency Shutdown**

The shoreside pump operator must activate the emergency shutdown, and the PIC must signal to the shoreside pump operator to activate the emergency shutdown, if any of the following occurs:

**8.5.1** A discharge from any part of the transfer system.

**8.5.2** A leak in the hose or any hose fittings or valves.

**8.5.3** Movement of the vessel or hose causes the hose to become strained or kinked.

**8.5.4** Any other situation that threatens the safety of any persons or the environment.

The transfer operation may not resume after an emergency shutdown until all fuel discharged is cleaned up and any other issues are addressed.

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## 9.0 Reporting

Any accidental discharge must be reported to the General Manager and the HSS&E Representative. If the accidental discharge creates a film or sheen or discoloration on the water, or a sludge or emulsion below the water, it must be reported immediately to the National Response Center.

## 10.0 Recordkeeping

All transfer operations must be logged in the vessel's Oil Record Book by the Engineer/Apprentice immediately after completion of the refueling operation. The entry must include the date, time, location, quantity of fuel received, and names of the PIC and shore-side pump operator.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-13 Bail Water Management
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 2

- 1.0 Purpose:** To describe the bail water discharge procedures that must be observed by all Omega Protein Inc. fishing vessels
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, and shore-side employees that have oversight or management responsibilities for fishing operations
- 4.0 Guidelines:** Bail Water Management
- 5.0 Discharge of Bail Water**

All bail water must be discharged at least three and one tenth nautical miles from the coastal contour of the land or at least three and one tenth nautical miles seaward from the baseline drawn across the mouth of the Chesapeake Bay. Bail water discharge may not commence until it has been determined that the vessel is outside three and one tenth nautical miles and the entire bail water discharge evolution must occur while the boat is outside three and one tenth nautical miles.

The Captain or his/her designee must confirm that the vessel is at least three and one tenth nautical miles from the contour of the land by referencing the three nautical mile limit (territorial sea) that appears on NOAA navigational charts, which are maintained onboard each vessel, and an electronic position fix or radar bearings prior to discharging.

Vessels are prohibited from using dead-reckoning or sight to establish their position unless confirmed by an electronic position fix or radar bearings on a NOAA navigational chart.

- 5.1 Discharging is not allowed in**
- 5.1.1** Harbors or other protected or enclosed coastal waters;
  - 5.1.2** The territorial sea;
  - 5.1.3** Navigation channels; and
  - 5.1.4** Water less than four (4) fathoms deep or greater than eight (8) fathoms deep. \*Gulf Fleet only

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: <b>3</b>	Date Effective: <b>April 2013</b>	Section: <b>OPI-13 Bail Water Management</b>
	Prepared By: <b>Safety Department</b>	Approved By: <b>Director, VS&amp;MA</b>	Page: <b>2 of 2</b>

All discharges shall occur while the discharging vessel is underway at a speed of at least five (5) knots. Any other specific vessel or environmental compliance permits will also apply.

## 6.0 Recordkeeping

The Captain must make the following entries in the Bail Water Log during every bail water discharge voyage:

- 6.1 At the time of departure, an entry must be made including the time of departure, port, names of the crewmembers onboard, quantity of bail water onboard, as well as the date and time of loading.
- 6.2 When the vessel begins discharging, an entry must be made including date, time, the latitude and longitude, the vessel's speed and the method used to determine that the vessel was at least three and one tenth nautical miles from the contour of the land or three and one tenth nautical miles seaward from the baseline drawn across the mouth of the Chesapeake Bay.
- 6.3 When the vessel completes discharging, an entry must be made, including the quantity discharged, the date, time, and the latitude and longitude.
- 6.4 An entry must be made indicating the time the vessel arrives at the dock after discharging.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-14 Refrigeration Water Management</b>
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 1

- 1.0 Purpose:** To describe the refrigeration water discharge procedures that must be observed by all Omega Protein Inc. fishing vessels operating at the Reedville facility
- 2.0 Scope:** Omega Protein Inc. Reedville fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, and shore-side employees that have oversight or management responsibilities for fishing operations
- 4.0 Guidelines:** Refrigeration Water Management
- 5.0 Discharge of Refrigeration Water**

All vessels operating at the Reedville facility must discharge refrigeration water East of a line between Great Wicomico River Light and Green Can Buoy #3 if within the Chesapeake Bay, or outside of the Bay

All discharges of refrigeration water must be made while the vessel is underway at a speed that minimizes the visibility of the discharge.

**6.0 Sampling**

The Reedville HSS&E Representative is responsible for ensuring refrigeration water is sampled and tested in accordance with the facility's Virginia Department of Environmental Quality permit.

**7.0 Recordkeeping**

All Reedville vessels must maintain a Refrigeration Water Discharge Log.

The Captain must make the following entries in the Refrigeration Water Discharge Log:

- 7.1** When the vessel begins discharging, an entry must be made including the date, time and the latitude and longitude.
- 7.2** When the vessel completes discharging, an entry must be made, including the quantity discharged, the time, and the latitude and longitude.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-15: Waste Management
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 2

- 1.0 Purpose:** To describe the waste management procedures that must be observed by all Omega Protein Inc. fishing vessels
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have oversight or management responsibilities for fishing operations
- 4.0 Reference:**

- 4.1 33 Code of Federal Regulations 151.55 (Garbage Log)
- 4.2 33 Code of Federal Regulations 151.57 (Waste Management Plan)
- 4.3 33 Code of Federal Regulations 151.59 (MARPOL Placard)
- 4.4 USCG CVC Policy Letter 13-01, Dated February 26, 2013

**5.0 Guidelines: Waste Management**

**6.0 Waste Management**

The Captain is responsible for ensuring garbage is collected, stored, and discharged according to the procedures described in this Program.

**7.0 Garbage Collection and Storage Onboard**

All vessels must retain all garbage onboard. Vessels are strictly prohibited from discharging any garbage at sea. Garbage must be collected and stored in large plastic garbage bags until the vessel reaches an Omega Protein Inc. facility at which time the garbage can be properly disposed of ashore.

**8.0 Discharge of Garbage**

All vessels must discharge all garbage into designated dumpsters at Omega Protein Inc. facilities at the end of each voyage. Omega Protein Inc. facilities will provide contractor services for the placement of dumpsters, as well as the proper emptying and processing of waste.

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	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 2 of 2

## 9.0 Placard

A placard stating the following must be displayed in a prominent location on each vessel:

1. The discharge of plastic or garbage mixed with plastic into any waters is prohibited.
2. The discharge of all garbage is prohibited in the navigable waters of the United States and, in all other waters, within three nautical miles of the nearest land.
3. The discharge of dunnage, lining, and packing materials that float is prohibited within 25 nautical miles of the nearest land.
4. Other unground garbage may be discharged beyond 12 nautical miles from the nearest land.
5. Other garbage ground to less than one inch may be discharged beyond three nautical miles of the nearest land.

The placard must be at least 9 inches wide by 4 inches wide with lettering at least 1/8<sup>th</sup> inch high.

## 10.0 Record Keeping

### 10.1 Garbage Record Book

A Garbage Record Book must be maintained on each vessel.

Every garbage discharge or disposal operation must be logged in the Garbage Record Book, including accidental discharges. The entry must contain the date, time, location, and method of garbage disposal. The entry must be made at the time of the operation and certified as correct by the Captain.

### 10.2 Maintenance of Garbage Record Book

The Garbage Record Book must be maintained onboard each vessel for a period of two years from the last entry.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-16: MSD Procedures
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 1

**1.0 Purpose:** To describe the Marine Sanitation Device (MSD) procedures that must be observed by Omega Protein Inc. fishing vessels.

**2.0 Scope:** Omega Protein Inc. fishing fleet

**3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have oversight or management responsibilities for fishing operations

**4.0 Reference:**

**4.1** 33 Code of Federal Regulations Part 159

**Guidelines:** MSD Procedures

**5.0 Discharge of Untreated Sewage Prohibited**

The discharge of untreated sewage is strictly prohibited.

**6.0 MSDs**

Each vessel must be equipped with an operational MSD of a design that has been approved by the U.S. Coast Guard and shall be maintained according to the manufacturer's instructions.

**7.0 No Discharge Zones**

Prior to entering an area in which the discharge of treated sewage is prohibited by law or by Omega Protein Inc. policies, the MSD system must be secured by the following procedures:

**7.1** Close each valve leading to an overboard discharge and remove the handle.

**7.2** Padlock each valve leading to an overboard discharge in the closed position or secure each valve in the closed position with non-releasable wire.

The MSD system must remain secured until the vessel exits the no discharge zone.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-17: Safety Inspections and Equipment</b>
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 6

- 1.0 Purpose:** To define that the required Safety Equipment and Inspections onboard Omega Protein Inc. fishing vessels.
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, and shore-side employees that have oversight or management responsibilities for fishing operations
- 4.0 Reference:** 46 Code of Federal Regulations Part 28
- 5.0 Guidelines:** Safety Inspections and Equipment
- 6.0 Safety Inspections**

#### **6.1 Routine Inspections**

The Captain, in conjunction with HSS&E personnel will conduct inspections prior to each voyage as needed and at least once a week. The inspection results will be logged each week by HSS&E personnel. The following items are to be verified:

- All personnel are onboard and accounted for
- Steering is operational
- All communication and navigation electronics are in proper working condition
- All fire fighting equipment is in proper working condition
- All emergency exits are clear and passable
- High bilge alarms are operational
- Engine room does not contain unauthorized portable pumps
- Watertight doors are not obstructed and operate properly
- Galley and other compartments are secure for sea
- The General Alarm is operational
- All Navigational light are working

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: <b>3</b>	Date Effective: <b>April 2013</b>	Section: <b>OPI-17: Safety Inspections and Equipment</b>
	Prepared By: <b>Safety Department</b>	Approved By: <b>Director, VS&amp;MA</b>	Page: <b>2 of 6</b>

## 6.2 Monthly Inspections

At least once every calendar month of operation, the Captain of each vessel must perform and document a Vessel Safety Equipment Inspection. The first inspection of each season must be completed prior to the first trip of the season.

Use the Vessel Safety Equipment Inspection Form

## 6.3 Monthly Audits

The HSS&E Manager shall conduct a monthly audit of the Vessel Safety Equipment Inspection. Each audit must include the inspection of safety equipment and at least three sections of the Vessel Safety Equipment Inspection form, with different sections audited in subsequent months.

## 7.0 Safety Equipment Requirements

The Captain and HSS&E Manager are responsible for ensuring the vessels have all required safety equipment.

Each vessel must be equipped with the following:

### 7.1 Personal Flotation Devices

At least one Type I or Type V personal flotation device that is the proper size for each individual onboard the vessel and accessible from both the berthing areas and the work stations. If the device is not accessible from both locations, two devices for such individuals are required.

At least one Type I or V personal flotation device that is the proper size for each individual onboard each purse boat.

All personal flotation devices must be in serviceable condition, free from rot, broken straps or stitching, punctures, tears, or serious deterioration.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-17: Safety Inspections and Equipment</b>
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 3 of 6

All personal flotation devices, except work vests and ski belts, must have a Coast Guard approved light attached to the front shoulder area and Coast Guard approved reflective material on the front side.

All personal flotation devices must be marked with the name of the vessel in block letters at least one inch high.

## 7.2 Immersion Suits

At least one immersion suit that is the proper size for each individual onboard all Reedville vessel/vessels and accessible from both the berthing areas and the work stations.

All immersion suits must be in serviceable condition, free from rot, broken straps or stitching, punctures, tears, or serious deterioration.

All immersion suits must have a Coast Guard approved light attached to the front shoulder area.

All immersion suits must be marked with the vessel's name in block letters at least one inch high.

## 7.3 Life Ring Buoys

At least three 24" orange ring buoys must be on all vessels. One of the three required ring buoys must be equipped with 90 feet of line.

At least one 24" orange ring buoy with 60 feet of line attached on all purse boats.

All ring buoys must be marked with the name of the vessel.

All ring buoys must have Coast Guard approved two inch wide retro-reflective tape around the buoy at four evenly spaced points.

All ring buoys must be stored on open decks, readily accessible and mounted so that they may be quickly used. They must not be secured to the vessel.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-17: Safety Inspections and Equipment</b>
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 4 of 6

#### **7.4 Survival Craft**

The Reedville fleet should have one inflatable liferaft with the coastal service pack, large enough to accommodate the entire crew. The liferaft should be stowed so that it is readily accessible or will float free in the event of the vessel sinking.

The Gulf fleet shall have at a minimum, be equipped with life floats with a capacity to accommodate the entire vessel's crew. The life floats shall be stowed so that they are readily accessible or will float free in the event that the vessel sinks.

#### **7.5 Visual Distress Signals**

At least three parachute flares, six hand flares, and three smoke signals.

Visual distress signals must be kept on the bridge in a waterproof container.

#### **7.6 EPIRBs**

One float free automatically activated Category 1 EPIRB.

The EPIRB must be stowed such that it will float free in the event the vessel sinks.

The EPIRB must be tested monthly.

Batteries must be replaced prior to expiration..

#### **7.7 Portable Fire Extinguishers**

Coast Guard approved portable fire extinguishers as required by 46 CFR 28.160. HSS&E personnel shall ensure that the appropriate amounts of extinguishers are on board prior to the fishing season.

All fire extinguishers must be mounted in approved brackets.

All fire extinguishers must have a pressure within the green zone on the pressure gauge.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: <b>3</b>	Date Effective: <b>April 2013</b>	Section: <b>OPI-17: Safety Inspections and Equipment</b>
	Prepared By: <b>Safety Department</b>	Approved By: <b>Director, VS&amp;MA</b>	Page: <b>5 of 6</b>

## 7.8 Injury Placard

At least one placard posted in a highly visible location that reads:

Notice

Report All Injuries

United States law, 46 United States Code 10603, requires each seaman on a fishing vessel, fish processing vessel, or fish tender vessel to notify the master or individual in charge of the vessel or other agent of the employer regarding any illness, disability, or injury suffered by the seaman when in service to the vessel not later than seven days after the date on which the illness, disability, or injury arose.

The placard must be at least 5 inches by 7 inches.

## 7.9 General Alarm

A General Alarm capable of notifying individuals placed in accommodation spaces and work spaces.

A flashing red light must be installed along with the bell in the engine room.

There must be a sign with lettering at least ½ inch high next to each General Alarm bell and light reading:

Attention

General Alarm- When Alarm Sounds Go to Your Station

The General Alarm must be tested prior to the operation of the vessel and at least weekly thereafter.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-17: Safety Inspections and Equipment</b>
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### 7.10 Self-Contained Breathing Apparatus

Two approved self-contained breathing apparatuses (SCBA).

Each SCBA must have a full face mask and at least a 30 minute air supply.

At least one spare bottle must be provided for each SCBA.

### 8.0 Reporting

Any missing or deficient safety equipment must be reported to the Captain and HSS&E Manager immediately. The Captain and HSS&E Manager are responsible for ensuring any reported or observed safety deficiencies are corrected prior to the vessel's next trip.

### 9.0 Safety Equipment Maintenance

The HSS&E Manager and Vessel Manager are responsible for ensuring the following maintenance intervals:

- 9.1 **Personal Flotation Devices, Immersion Suits, and Ring Buoys**  
Clean and repair as necessary
- 9.2 **Inflatable Life Raft**  
Annual servicing
- 9.3 **Visual Distress Signals**  
Replace before expiration
- 9.4 **EPIRB**  
Tested monthly
- 9.5 **Portable Fire Extinguishers**  
Serviced according to manufacturer's instructions
- 9.6 **General Alarm**  
Tested Weekly

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<b>Title:</b>  <b>Marine Safety &amp; Environmental Compliance System</b>	<b>Revision Number:</b>  <b>3</b>	<b>Date Effective:</b>  <b>April 2013</b>	<b>Section:</b> <b>OPI-18: Personal Protective Equipment</b>  <b>Page:</b> <b>1 of 2</b>
	<b>Prepared By:</b> <b>Safety Department</b>	<b>Approved By:</b> <b>Director, VS&amp;MA</b>	

- 1.0 Purpose:** To describe the guidelines for the use of Personal Protective Equipment (PPE).
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, and shore-side employees that have responsibilities involving Omega Protein Inc. fishing vessels or oversight or management responsibilities for fishing operations
- 4.0 Guidelines:** Personal Protective Equipment
- 5.0 Required Personal Protective Equipment**

PPE for head, feet, eyes, and body will be worn while working aboard all vessels as prescribed below. Also, utilize Material Safety Data Sheets (MSDS) for guidance; always adhere to the more stringent PPE requirements.

- 5.1** Work vests or ski belts will be worn while engaged in fishing operations. Work vests or ski belts will be worn at all times while onboard a purse boat.
- 5.2** Safety footwear will be worn at all times when working and while engaged in shipboard operations, except as described below in 5.2.3.
- 5.2.1** Flip-flops, Crocs, sandals, or any other open-toed shoes, including any footwear that exposes any part of the foot that is normally covered by customary work shoes are not permitted on vessel decks, whether inside or outside, or on purse boats.
- 5.2.2** Flip-flops, Crocs, sandals, or any other open-toed shoes are not permitted on the docks, plant grounds, inside any buildings, vehicles, in parking lots or anywhere on Omega Protein Inc. property.
- 5.2.3** Flip-flops, Crocs, sandals, or any other open-toed shoes may only be worn inside the shower and in the immediate dressing area. Omega strongly recommends against the onboard use of flip-flops or open-toed footwear of any kind, even in the shower/dressing

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Title:  <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number:  3	Date Effective:  April 2013	Section: <b>OPI-18: Personal Protective Equipment</b>  Page: 2 of 2
	Prepared By: Safety Department	Approved By: Director, VS&MA	

area, and prefers employees to use alternative sturdy and safe shower /water shoes.

5.3 Approved hard hats will be worn at all times when working on the open deck and at all times in the purse boat.

5.4 Approved safety glasses shall be worn at all times during fishing operations.

## 6.0 Respirator Use

Respirators must be used whenever and wherever respiratory hazards exist. The type of respirator used must be appropriate for the job task and the respiratory hazards present.

Respirators should be inspected and seal tested before use. Respirators must be used in accordance with manufacturer's instructions.

Disposable respirators should be used only until the filter is spent or the face piece is dirty.

Questions regarding respiratory hazards and the appropriate uses of respirators shall be directed to HSS&E personnel at the respective plants.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-19: Training and Drills
	Prepared By: Safety	Approved By: Director, VS&MA	Page: 1 of 3

**1.0 Purpose:** To describe the training and drills required for Omega Protein Inc. fishing vessels.

**2.0 Scope:** Omega Protein Inc. fishing fleet

**3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have oversight or management responsibilities for fishing operations

**4.0 Reference:**

46 Code of Federal Regulations 28.270  
33 Code of Federal Regulations Part 151

**5.0 Guidelines:** Training and Drills

**6.0 Training and Drills**

The Captain is responsible for ensuring all crewmembers meet the requirements for training, drills, and orientation.

**6.1 Fishing Vessel Safety Instructors**

All training, instructions, and drills must be provided by a Fishing Vessel Safety Instructor qualified pursuant to 46 CFR 28.275 under an approved course curriculum.

**6.2 Required Training**

All crewmembers must be instructed on the following topics. Instruction may be provided in conjunction with drills.

**6.2.1** Abandoning the vessel

**6.2.2** Fighting a fire in different locations aboard the vessel

**6.2.3** Recovering an individual from the water

**6.2.4** Minimizing the effects of unintentional flooding

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-19: Training and Drills
	Prepared By: Safety	Approved By: Director, VS&MA	Page: 2 of 3

**6.2.5** Launching survival craft and recovering lifeboats and rescue boats

**6.2.6** Donning immersion suits and/or other wearable personal flotation devices

**6.2.7** Donning a self-contained breathing apparatus.

**6.2.8** Making a voice radio distress call and simulating the use of visual distress signals by following the manufacturer's instructions. Expired distress signals shall be removed from the vessel; however, these distress signals can be retained for training at the plant and can be fired and / or operated for training purposes after notifying the USCG of the intent to do so.

**6.2.9** Activating the General Alarm

**6.2.10** Reporting inoperative alarm systems and fire detection systems

See the matrix of required training, as well as current Omega Protein Inc. mandated training.

### **6.3 Drills**

The following drills must be conducted at least once a month:

**6.3.1** Emergency signals

**6.3.2** Fire fighting in different areas of the vessel

**6.3.3** Abandon ship

**6.3.4** Man overboard

**6.3.5** Accidental ammonia release

**6.3.6** Heavy weather

All drills must be conducted before getting underway for the first trip each season. In addition, they must be conducted onboard the vessel as if there were an actual emergency. The drills must include all individuals onboard, breaking out and using

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-19: Training and Drills
	Prepared By: Safety	Approved By: Director, VS&MA	Page: 3 of 3

emergency equipment, testing of all alarm and detection systems, donning protective clothing and immersion suits, if required, and/or if the vessel is equipped with them.

#### 6.4 Safety Orientation

If an individual has not received all required training and has not participated in all required drills, the Captain must give that individual a safety orientation before the vessel may get underway.

#### 6.5 Shore-side Personnel

Any shoreside personnel having duties onboard the vessels while in port must complete training related to their duties. The HSS&E Representative is responsible for ensuring any shoreside personnel with duties related to the vessels have the appropriate training.

#### 7.0 Safety Meetings

The Captain is responsible for ensuring that a Safety Meeting is conducted onboard each vessel each week. The Safety Meeting must entail communication regarding any current safety issues or hazards. The topic for the weekly Safety Meeting is the same for the entire fleet and is chosen by the HSS&E Director.

#### 8.0 Record Keeping

Upon successful completion of any training, drills, or safety meetings, an entry must be made by the HSS&E representative, noting the activity, date, time, and participants. Close coordination between the Captain and HSS&E personnel is critical to ensure that an accurate record of training is compiled. This data will be compiled weekly and entered into Omega's shared drive.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-20 Purse Boat Safety</b>
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 1

**1.0 Purpose:** To describe the safety precautions that must be observed when operating Omega Protein Inc. purse boats.

**2.0 Scope:** Omega Protein Inc. fishing fleet

**3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have oversight or management responsibilities for fishing operations

**4.0 Guidelines:** Purse Boat Safety

#### **5.0 Deploying Purse Boats**

When entering the purse boat, crewmembers shall wear all appropriate PPE (see OPI-18) and maintain a close lookout for any potential safety hazards.

#### **6.0 Purse Boat Operations**

Take extra care to keep your footing and balance in the purse boats, particularly when in choppy seas and when coming alongside another vessel. Keep your hands and feet clear of the gunwales. Walk, don't run. Step, don't jump.

When handling the net, ring lines, and purse lines, stand clear. Watch out for catfish and jellyfish. Stings can be serious.

All crewmembers are responsible for keeping decks free and clear of clutter and slip hazards. Good housekeeping helps prevent accidents.

When handling lines on cleats, bits and catheads, keep hands and feet clear.

#### **7.0 Retrieving Purse Boats**

When purse boats are approaching and/or coming in contact with the vessel (or other purse boat or vessel), each occupant must keep a CONSTANT lookout, take secure footing and handhold and BE PREPARED for contact with the other vessel.

When exiting the purse boat by way of ladder, always face the ladder. Hold onto the rail with both hands and be sure your feet are secure on each rung. Use handrails and take one step at a time on inclined steps and ladders.

Whenever purse boats are being winched or lifted onto the vessel, all occupants must SIT DOWN, take a secure handhold and keep CONSTANT lookout for sudden movement prior to and during boat being pulled forward.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-21: Reporting
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 2

- 1.0 Purpose:** To describe the reporting requirements that must be observed by Omega Protein Inc. fishing vessels.
- 2.0 Scope:** Omega Protein, Inc. fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have responsibilities involving Omega Protein Inc. fishing vessels or oversight or management responsibilities for fishing operations
- 4.0 Guidelines:** Reporting
- 5.0 Illness, Injury, and Disability**

Any crewmember that suffers an illness, injury, or disability while working onboard a vessel must report the illness, injury, or disability to the Captain or HSS&E Representative immediately.

Upon notification of an illness, injury, or disability that occurred onboard, the Captain is responsible for completing an Omega Protein Inc. Injury Report. The report must be submitted to the HSS&E Representative within 24 hours of the notification.

If the illness or injury requires medical treatment beyond basic first aid and renders the individual unfit to perform his or her duties, it must also be reported as a Marine Casualty according to 6.0, below.

Reedville Fleet: The Captain or HSS&E Representative will report all injuries to the USCG, regardless of the level of severity. Additionally, the Captain should immediately initiate alcohol and chemical testing to ensure that the requirements set forth in 46 CFR 4.06-3 are met.

## **6.0 Marine Casualties and Accidents**

The Captain must immediately notify the HSS&E Representative, General Manager and Vessel Manager whenever any of the following marine casualties or accidents occurs:

- 6.1 Grounding**
- 6.2 Allision with a bridge**

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-21: Reporting
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 2 of 2

- 6.3 Loss of main propulsion, steering, or any other system that affects the maneuverability of the vessel
- 6.4 Any occurrence that affects the vessels seaworthiness such as fire, flooding, or damage to lifesaving equipment, engines, or bilge-piping systems
- 6.5 Loss of life
- 6.6 Any injury that requires medical treatment beyond basic first aid and renders the individual unfit to perform his or her duties
- 6.7 Any occurrence that caused property damage in excess of \$25,000, including the costs of labor and materials
- 6.8 Any discharge of a hazardous substance in a reportable quantity. The reportable quantity for ammonia is 100 pounds. If any other substance is released, inform the HSS&E Representative immediately so a determination can be made as to whether the release needs to be reported.
- 6.9 Any discharge of oil that creates a film or sheen or discoloration on the water or a sludge of emulsion below the water

The Captain must use the quickest means of notification available, including cell phone, radio, Boatracs, and relay through the spotter pilots. Upon return to port, the Captain must complete an Omega Protein Inc. Accident or Incident Report and submit to the HSS&E Representative within 24 hours.

Upon receipt of notification of a marine casualty, the HSS&E Representative or Captain must report the incident to the nearest Coast Guard Sector Office immediately (it is imperative to record the USCG unit contacted, as well as the name and rank of the person who the event was reported to). In addition, the HSS&E Representative or Captain must file a written report within five days using Coast Guard Form CG-2692, which is available online.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-22: Open Reporting</b>
	Prepared By: Safety Department	Approved By: HSS&E Director	Page: 1 of 1

**1.0 Purpose:** To describe the Open Reporting System available to Omega Protein Inc. crewmembers.

**2.0 Scope:** Omega Protein, Inc. fishing fleet

**3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have responsibilities involving Omega Protein Inc. fishing vessels or oversight or management responsibilities for fishing operations.

**4.0 Guidelines:** Open Reporting

#### **5.0 Open Reporting System**

Omega Protein Inc. utilizes an Open Reporting System to promote internal reporting of potential non-compliances with policies and procedures via the Company's Ethics Hotline. Any employee may anonymously report issues of non-compliance or suspected non-compliance without risk of retaliation. All employees are encouraged to use this system to notify Omega Protein Inc. of any potential deficiencies or violations of this Program or any applicable law or regulation if employees are not comfortable with or feel it would not be appropriate to report the issue to their supervisor.

Upon receipt of a report, the HSS&E Representative must review, investigate, and document the report within one week from receipt, and take corrective action as appropriate. The HSS&E Representative may not release the name of any individual reporting a deficiency if it is known without that employee's approval.

No employee may be terminated or otherwise retaliated against for reporting deficiencies except where an employee abuses the system or intentionally submits false reports.

The Company's toll free Ethics Hotline is 866-421-0831.

#### **6.0 Posting**

The Company's Ethics Hotline must be prominently posted on every Omega Protein Inc. vessel.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-23: Emergency Procedures</b>
	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 8

- 1.0 Purpose:** To describe the emergency procedures that must be observed on Omega Protein Inc. fishing vessels.
- 2.0 Scope:** Omega Protein Inc. fishing fleet
- 3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have oversight or management responsibilities for fishing operations
- 4.0 Reference:** 46 Code of Federal Regulations 28.265 (Emergency Instructions)
- 5.0 Guidelines:** Emergency Procedures
- 6.0 Posting**

Emergency procedures must be posted in a conspicuous location on each vessel and must include:

- 6.1** Each individual's embarkation station and the survival craft to which they are assigned.
- 6.2** The fire and emergency signal and abandon ship signal.
- 6.3** Procedures for making a distress call.
- 6.4** Each individual's responsibilities in an emergency.
- 6.5** The location of immersion suits, if carried, and instructions for donning.

## **7.0 Emergency Signals**

In an emergency, the following emergency signal must be given to bring crewmembers to their stations:

**SOUNDING OF THE GENERAL ALARM AND SHIP'S WHISTLE FOR A PERIOD OF AT LEAST TEN SECONDS**

When an emergency is declared:

- 7.1** ALL HANDS go quickly to their stations.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: <b>OPI-23: Emergency Procedures</b>
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- 7.2 Captain or Mate account for all crewmembers.
- 7.3 ALL HANDS put on life preservers.
- 7.4 Captain or Mate inform other vessels of the emergency by radio.
- 7.5 In the event of fire or flooding, shut and dog watertight closures to keep air from the fire or minimize flooding.
- 7.6 Remain on board as long as it is safe to do so.
- 7.7 Make advance preparations to abandon ship in case the emergency becomes uncontrollable.

## 8.0 Making a Distress Call

- 8.1 Ensure the radio is on.
- 8.2 Select VHF Channel 16 or another distress frequency.
- 8.3 Press the microphone button and, speaking slowly and clearly, state "Mayday, Mayday, Mayday. This is the Fishing Vessel [Name of Vessel], [Name of Vessel], [Name of Vessel], over."
- 8.4 Release the microphone button and wait briefly for a response. If no response, repeat the Mayday call in 8.3.
- 8.5 If someone responds or the Mayday call has gone answered multiple times, state "Mayday, this is the Fishing Vessel [Name of Vessel]" and give the following information:
  - 8.5.1 Describe the vessel's position by whatever means available.
  - 8.5.2 State the nature of the distress.
  - 8.5.3 Give the number of individuals onboard and any injuries.
  - 8.5.4 Estimate the present seaworthiness of the vessel.

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Title: <b>Marine Safety &amp; Environmental Compliance System</b>	Revision Number: 3	Date Effective: April 2013	Section: OPI-23: Emergency Procedures
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8.5.5 Describe the vessel.

8.6 State that "I will be listening on Channel 16."

8.7 State that "This is the [Name of Vessel and Call Sign]."

8.8 If the situation permits, stand by the radio and await further communication. If there is no answer, repeat, then try another channel.

## 9.0 Fire

Any person that identifies a fire of any size must immediately notify the bridge to sound the general alarm. If at anchor, the individual should go to the bridge to sound the alarm. Even a small fire in a trash can or frying pan might grow quickly enough to require full scale emergency action.

As the crew assembles, pass the word as to where the fire is.

Only trained personnel should fight fires and only when the appropriate equipment is available. Avoiding personal injuries and loss of life always takes priority over attempting to save a vessel or other property.

Always be prepared to abandon attempts at fire fighting and abandon ship if a fire gets out of control.

Crewmembers have the following responsibilities in a fire emergency:

**Captain:** Take charge at the scene of the fire.  
Account for the crew.  
Direct movement of firefighting equipment toward the fire

**Mate:** Assist the Captain.  
Take over in the wheelhouse.  
Maneuver the vessel to place the fire on the leeward and reduce relative wind.  
Report the situation to nearby vessels by radio.

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Chief Engineer: Ensure water pressure on the deck hose.

Crewmembers: Take action at the direction of the Captain.

Fires in machinery spaces are especially hazardous because of the flammable and toxic liquids (fuel, lube oil, hydraulic oil, and ammonia) present. A fuel fire in the lower level could quickly grow so large that it could be beyond the crew's capability to extinguish with portable fire extinguishers and/or the fire hoses.

A small fire in a trash can or a rag started from welding or grinding sparks, for example, can probably be handled by the crew. If a sizeable fire is burning, particularly in the lower level, as much of the following should be completed without risking life:

- Shut down all running engines if the fire is in the machinery space.
- Seal the space. Shut and dog portholes and watertight doors if it can be done safely. If the space has a fixed fire fighting systems, activate the system on the way out if it has not started automatically.
- Make the space as airtight as possible from the outside by blocking the air intakes, unsecured portholes, and similar areas, with anything available, such a blankets, mattresses, and the like.
- Once the space is sealed, do not enter for at least two hours. The fire should go out for lack of oxygen, but could start again if air is admitted before the engine room has cooled.

Any vessel which hears of a fire on board another vessel should approach the vessel and stand by to assist.

## 10.0 Man Overboard

Whoever sees the person go overboard should keep his/her eye on the person in the water and point to him/her continuously. At the same time, shout "man overboard" until you are certain that someone else has heard you. If possible to do so without taking your eyes off the person, throw something that will float as close to him/her as possible.

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Whoever hears the shout "man overboard" should throw a life ring or anything else that will float as near the person in the water as possible. At the same time, relay the word "man overboard" to the person steering the vessel or purse boat.

The crewmember in the wheelhouse must sound the general alarm with three prolonged blasts and notify other vessels and spotter pilots in the vicinity by radio.

The Captain must direct the rescue operation:

**10.1** Maneuver the vessel or purse boat to retrieve the person overboard.

**10.2** Prepare to dispatch purse boats for search and rescue if necessary.

**10.3** Detail a swimmer to don a life preserver or immersion suit, attach a lifeline and stand by to enter the water to assist the person overboard if so directed.

If you cannot recover the person overboard immediately, continue to search and notify the U.S. Coast Guard, HSS&E Representative and General Manager. The HSS&E Representative and General Manager will make arrangements as necessary to detail additional vessels and aircraft to assist with the search.

## **11.0 Accidental Ammonia Release**

An ammonia leak larger than the engineers can correct promptly may require action to protect the crew and possibly others nearby. As always, safety of people is more important than repairing machinery.

If underway, the Captain must:

**11.1** Maneuver so the ammonia will blow overboard without passing any living quarters.

**11.2** Alert all crewmembers, tell them what the problem is, and direct them to a safe place. The usual place where the crew gathers for emergency drills may not be the best place in case of an ammonia leak. If a severe leak should develop when there is no wind and the vessel cannot be moved quickly, the crew can protect themselves by using deck hoses to create a

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water spray to disperse the gas in the immediate vicinity of the hose nozzles.

If a severe ammonia leak develops in port, the crew should leave the vessel, warning other vessel crews and plant personnel in the vicinity as they go.

## 12.0 Heavy Weather

Omega Protein Inc. vessels normally operate only in calm to moderate weather. If they are caught offshore by rapidly developing severe weather, such as squalls which can occur suddenly, it will usually be necessary to take precautions that are not usually practiced in ordinary fishing weather. The following actions should be taken:

12.1 Secure all loose gear.

12.2 See that purse boat gripes are tight.

12.3 Check that the purse boat drains are open.

12.4 Shut and dog all deck hatches.

12.5 See that all watertight doors are clear and that they can be shut and dogged quickly. If the vessel starts shipping water on deck, shut and dog all watertight doors.

12.6 Maneuver to ease the strain on the vessel.

12.7 Keep unnecessary personnel off the weather decks. If it is necessary for anyone to go on deck, he/she must wear a life preserver.

12.8 Report your position and condition immediately to the HSS&E Representative by radio, cell phone, Boatracs, or whatever means available.

12.9 If emergency assistance is required, contact the U.S. Coast Guard.

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### 13.0 Abandon Ship

The decision to abandon ship will ordinarily be made following an emergency after the Captain has determined that the crew cannot safely remain on board the vessel. The abandon ship alarm consists of the following:

SEVEN OR MORE SHORT, RAPID BLASTS AND ONE PROLONGED BLAST OF THE WHISTLE AND GENERAL ALARM

In an event of an abandon ship situation, the Captain is responsible for directing the following procedure:

13.1 Make a distress call.

13.2 Put on approved life preservers.

13.3 Use the best boats available for the evacuation:

13.3.1 Both purse boats, if possible.

13.3.2 One purse boat, if necessary.

13.3.3 If neither boat is usable, use the inflatable life raft(s), if so equipped.

13.3.4 If neither boat nor an inflatable life raft is available, use the life floats.

13.4 The Mate must retrieve the EPIRB and activate.

13.5 If time permits, throw as much flotation gear overboard as possible (life floats, life rings, hatch covers) even if the purse boats are usable.

13.6 Account for each individual and establish a search for anyone not accounted for.

13.7 Stay together. Crewmembers can help each other and they will be easier for the rescue vessel to find. Use radio communication if possible.

13.8 Move clear of the vessel but remain in the area.

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#### 14.0 Loss of Steering

In the event of a loss of steering, the watch officer must immediately evaluate the proximity of other vessels, as well as shallows, shoals, and other hazards to navigation.

The watch officer must use any available means to avoid a marine casualty, including:

- 14.1 Steering using the main engines and bow thruster, if equipped.
- 14.2 Locking the rudders in the amidships position.
- 14.3 Communicating with other vessels of the loss of maneuverability.
- 14.4 Any other appropriate means of regaining use of the rudders.

Any loss of steering must be reported to the HSS&E Representative and the U.S. Coast Guard according to the procedures in OPI-21, Reporting, 2.0.

#### 15.0 Loss of Propulsion

In the event of a loss of propulsion, the watch officer must immediately evaluate the direction the vessel will drift, the proximity of other vessels, as well as shallows, shoals, and other hazards to navigation.

The watch officer must use any available means to avoid a marine casualty, including:

- 15.1 Use of the rudders, while still effective.
- 15.2 Use of the bow thruster, if equipped.
- 15.3 Dropping the anchor.
- 15.4 Any other appropriate means of avoiding a marine casualty.

Any loss of propulsion must be reported to the HSS&E Representative, General Manager and the U.S. Coast Guard according to the procedures in OPI-21, Reporting, 2.0.

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	Prepared By: Safety Department	Approved By: Director, VS&MA	Page: 1 of 2

- 1.0 **Purpose:** To describe the first aid requirements for Omega Protein Inc. fishing vessels.
- 2.0 **Scope:** Omega Protein Inc. fishing fleet
- 3.0 **Responsibility:** All Captains and shoreside employees that have oversight or management responsibilities for fishing operations
- 4.0 **Reference:** 46 Code of Federal Regulations 28.210
- 5.0 **Guidelines:** First Aid
- 6.0 **First Aid Supplies**

The Captain is responsible for ensuring his/her vessel is equipped with the following first aid supplies:

- 6.1 All vessels must carry a first aid manual, which comes with the first aid kit.
- 6.2 All vessels must carry a medicine chest containing the supplies designated by the HSS&E Director.
- 7.0 **Training**
- There must be at least two crewmembers onboard at all times of operation that are certified in First Aid and CPR.
- 8.0 **Serious Illness or Injury**

If, in the Captain's judgment, someone on board is seriously ill or injured, the individual must be taken or sent ashore for medical treatment. As soon as it is determined that medical treatment beyond first aid is needed, the Captain must report the situation to the HSS&E Representative and the General Manager. If the Captain thinks immediate evacuation by helicopter is necessary, he or she must call the Coast Guard directly.

The HSS&E Representative will arrange for ground transportation from the port where the individual is landed and, if necessary, arrange for a doctor or other

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medical professional to coach the crewmembers onboard by radio until the individual can be delivered to the medics.

When speaking with a medical professional prior to the individual's arrival, it will be helpful to provide them with as much information about the individual as possible. When preparing to bring an individual to medical providers, the Captain should compile as much information as possible, including the individual's current medical condition, personal information, current medications, and prior medical history.

In the event of a serious illness or injury, or treatment beyond basic first aid that renders the individual unfit to perform his or her duties, the Captain must also comply with the Coast Guard's Marine Casualty Reporting requirements located in the Reporting section, (OPI-21).

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<b>Title:</b> <b>Marine Safety &amp; Environmental Compliance System</b>	<b>Revision Number:</b> 3	<b>Date Effective:</b> April 2013	<b>Section:</b> OPI-25: Ballast Water Management
	<b>Prepared By:</b> Safety Department	<b>Approved By:</b> Director, VS&MA	<b>Page:</b> 1 of 3

**1.0 Purpose:** To explain the ballast water management procedures that must be observed on Omega Protein Inc. fishing vessels

**2.0 Scope:** Omega Protein Inc. fishing fleet

**3.0 Responsibility:** All Captains, crewmembers, and shoreside employees that have oversight or management responsibilities for fishing operations

**4.0 Reference:** 33 Code of Regulations Part 151

**5.0 Guidelines:** Ballast Water Management

## **6.0 Ballast Water Management**

Vessels must avoid uptake or discharge of ballast water in or near marine sanctuaries, marine preserves, marine parks, shellfish beds, or coral reefs.

Vessels must minimize or avoid the uptake of ballast water in the following areas:

**6.1** Areas known to have infestations or populations of harmful organisms and pathogens

**6.2** Areas near sewage outfalls

**6.3** Areas near dredging operations

**6.4** Areas where tidal flushing is known to be poor or times when a tidal stream is known to be turbid

**6.5** In darkness, when bottom-dwelling organisms may rise up in the water column

**6.6** Where propellers may stir up the sediment

**6.7** Areas with pods of whales, convergence zones, and boundaries of major currents

Vessels should utilize internal ballasting if possible when operating in such areas and discharge only the minimal amount of ballast water necessary for safe operations.

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Following deployment of a vessel's anchor, the anchor and anchor chain should be rinsed as they are brought in.

A copy of the IMO's ballast water management guidelines must be carried on each vessel.

## 7.0 Record Keeping

### 7.1 Omega Ballast Water Recording Form

Each vessel must complete a ballast water recording form for each week's voyage.

The Captain must print his name and title and sign at the bottom of each ballast water recording form.

The ballast water recording form must be given to the HSS&E Representative prior to the vessel's next trip. The HSS&E Representative is responsible for maintaining the original ballast water recording forms for at least two years.

## 8.0 Reporting

The HSS&E Representative is responsible for uploading the information contained on the ballast water recording forms into a central electronic location.

The HSS&E Director is responsible for inputting ballast water management information for all vessels into a monthly reporting form and submitting the form to the National Ballast Information Clearinghouse in compliance with the Ballast Water Management Equivalent Reporting Program.

## 9.0 Cleaning

Each vessel's hull, and ballast system must be inspected annually and cleaned as necessary to remove sediments and strip any fouling organisms.

All cleanings must be logged and include a description of the method of disposal of water and sediment.

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## 10.0 Ballast Water Management Plan

Each vessel must maintain a Ballast Water Management Plan developed specifically for that vessel. The Ballast Water Management Plan must be sufficiently detailed to enable those responsible for managing ballast operations on the vessel to understand and follow the vessel's ballast water management strategy.

The Ballast Water Management Plan must include:

- 10.1 Detailed safety procedures
- 10.2 Actions for implementing the mandatory ballast water management requirements and practices
- 10.3 Detailed fouling maintenance and sediment removal procedures
- 10.4 Procedures for coordinating the shipboard ballast water management strategy with Coast Guard authorities
- 10.5 Identification of the designated officer in charge of ensuring that the plan is properly implemented
- 10.6 Detailed reporting requirements and procedures for ports and places in the United States where the vessel may visit

## 11.0 Training

The Captain and crew must be trained by responsible shoreside personnel on ballast water and sediment management and treatment procedures.

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	<b>Prepared By:</b> <b>Safety Department</b>	<b>Approved By:</b> <b>Director, VS&amp;MA</b>	<b>Page:</b>  <b>1 of 1</b>

I understand that the policies, described in the Omega Protein Marine Safety & Environmental Compliance System Manual are subject to change at the sole discretion of Omega Protein at any time. I understand that this Manual replaces and supersedes all other previous Marine Safety & Environmental Compliance Systems for Omega Protein and its subsidiaries. I understand that my adherence to the provisions of the Marine Safety & Environmental Compliance System Manual is a condition of my continued employment.

I am aware that during the course of my employment confidential information may be made available to me. Examples include fish catch information, marketing strategies, employee lists, or other information. I understand that this information is critical to the success of Omega Protein and must not be given out to non-Omega Protein employees. In the event of termination of employment, whether voluntary or involuntary, I hereby agree not to utilize or exploit this information with any other individual or business and to return to Omega Protein when requested, or upon my separation or termination of employment, copies of all documents in my possession that contain such confidential information.

I understand that my signature below indicates that I have read and understand the above statements and have received a copy of the Omega Protein Marine Safety & Environmental Compliance System Manual.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Employee's Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Location

\_\_\_\_\_  
Witness' Signature

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Witness' Printed Name

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